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July 8, 2015

TOWN MEETING DOCUMENTS RE TGSC

Reports of the TGSC committees of 1986/87, 1994/95 and 2003/04

One pager with Charge to TGSC at 2014 ATM, members and contact info

Report of TGSC in Advisory Committee Report at 2015 ATM

MEMOS

Land Use Memo setting out proposal in detail (boards/depts. that are included), appointment of staff, budget, etc. dated June 5, 2015

Budget Process Memo setting out in detail the current budget process, the bylaws pertaining to the process and discussion of changes and why dated July..., 2015

TOWN COMPARISONS OF ELECTED AND APPOINTED BOARDS, COMMITTEES AND COMMISSIONS

Purpose: to show numbers of residents involved in town government in towns with Town A/ors and T Managers

Chart of 12 benchmark communities that shows number of elected boards (and members), number of appointed boards (and members), number of temporary appointed boards (and members) and total number of boards and total number of members

HISTORY OF TOWN ELECTIONS

Purpose: to show the relatively few contested races in Wellesley since 2000 (except on major boards such as schools and Selectmen)

The chart provides data for EACH elected board for each year that there was an “open” seat, that is, when no incumbent was running and the seat was “open for grabs”. At bottom of chart information is summarized. Note that in the cases of Assessors, Health and Public Works where there were no contests from 2000 to 2015, it is noted when the last contested election occurred.

CHART OF LAND USE DIVISIONS/DEPARTMENTS IN BENCHMARK COMMUNITIES

Purpose: to show which of the benchmark towns have Land Use divisions or departments

If a town has a land use division/dept, then the chart shows what boards/depts. are contained within the grouping.

CHART OF TOWN COMPARISONS ON HIRING, FIRING

Purpose: to show the responsibility of the Town A/or/Town Manager in the appointing and removing of department heads and staff and the role played by boards

Chart compares Wellesley’s provisions to those of 12 benchmark communities.

CHART OF COMPARISON OF FUNCTIONS OF TOWN MANAGER TO THOSE OF WELLESLEY EXECUTIVE DIRECTOR

Purpose: to show the common “attributes” or “characteristics” of a Town Manager and then comparing those attributes to the current position of Executive Director of General Government Services in Wellesley

Chart shows what our current bylaws provide, what the current practice is, and what changes are called for.

CHART OF RESPONSIBILITIES OF BOARD OF SELECTMEN

Purpose: to show the responsibilities under our Town bylaws of the responsibilities of the Board of Selectmen

The Selectmen asked TGSC how we anticipated their role would change. This chart lists EVERY mention of the Board of Selectmen in the town bylaws (over 100 times), what the bylaw provides, what the current practice is and what changes may be needed.

Note that boxes with red text indicate some further work needs to be done.

CHART OF BENCHMARK COMMUNITIES

Purpose: to show the towns used as benchmark communities by TGSC, Schools, Library and Assessors

Chart is attempt to verify choice of communities for interviews and comparisons.

CHART OF FINANCE/WARRANT/ADVISORY COMMITTEES

Purpose: to show composition, etc of Finance Committees in Benchmark Communities

Chart shows number of members, term, whether there are term limits, whether members actually serve multiple terms and whether the committee is FINANCE only or broader responsibility such as Wellesley.

CHART OF COMPARISON OF TOWN MANAGER CHARACTERISTICS

Purpose: to compare the Town Manager characteristics in benchmark communities

Chart shows each attribute of a Town Manager (e.g., appointing authority, role in budget, etc.) for Wellesley and each of 12 benchmark communities

NOTE: the chart is very large and very comprehensive

NOTE: we have exhaustive work on other questions which we are not pursuing at this time: the date of elections in benchmark communities; history of attendance of Wellesley TMMs at Annual and Special Town Meetings back to year 2000; the number of sessions of Wellesley Annual and Special Town Meetings back to year 2000; and towns with regularly scheduled Fall Town Meetings.